

Arizona
Transportation
*Partnering
Excellence
Award*

2006 ARIZONA
TRANSPORTATION

*Partnering
Excellence*

A W A R D



Deadline: August 31, 2006

Notification to Award Recipients: November 3, 2006

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2006 ARIZONA TRANSPORTATION EXCELLENCE IN PARTNERING AWARD

PURPOSE

The Arizona Transportation Partnering Excellence Awards competition is designed to recognize partnership teams that demonstrate a high degree of achievement through their practice of the Partnering principles and application of the Partnering processes related to the Transportation industry.

BACKGROUND

Partnering excellence has been recognized by the Associated General Contractors since 1993 and the National Partnership on Highway Quality also recognizes excellent partnerships bi-annually. In 2005 the Partnering Advisory Committee formed a partnership to develop the Arizona Transportation Partnering Excellence Award criteria, materials and selection process. This committee is made up of 13 Arizona stakeholder groups who use and encourage the use of Partnering.

A creative and innovative “edge” is critical to business success. Collaborative teamwork that achieves measurable results through agreements and productive working relationships is more important today than ever before. Today, resources and time are precious. Successful partnerships conserve resources and allow for creative solutions. Any team that applies for this prestigious award will be assessed for their current practices and relationships – an extremely valuable learning opportunity!

PARTNERING DEFINITION

Partnering is defined as “a formal process of collaborative teamwork to achieve measurable results through agreements and productive working relationships.”

Tangible deliverables of a formal Partnering process may include a communications and roles matrix, a charter (mission, goals and guidelines), an issue resolution process and agreements, action plans, evaluation methods, meeting follow-up and reporting.

BENEFITS

In addition to being honored at the Annual Partnering Event Awards Luncheon, winners will:

- Receive recognition from several industry associations
- Be recognized as a leader in Partnering excellence
- Receive feedback regarding strengths and opportunities that will drive improved effectiveness
- Have the opportunity to network with peers in the industry committed to Partnering excellence
- Know they have contributed to continuous improvement of Partnering as a business process

SPONSORS

- Arizona Department of Transportation
- Arizona Chapter of the Associated General Contractors
- American Council of Engineering Companies of Arizona

2006 AZ TRANSPORTATION PARTNERING EXCELLENCE AWARD CATEGORIES

The following categories of projects must have utilized the Partnering process and be able to show a relationship to transportation - the movement of people and goods within the State of Arizona. One project submittal per Award category is allowed. The applicant must sign the official entry form stating the project was substantially completed (ready for use) between January 1, 2005 and August 31, 2006.

CONSTRUCTION

Roadway (Over \$10M; Under \$10M) - Your completed project included one or more of the following: highways/state routes, freeways, roads and streets including reconstruction and expansion or widening of existing facilities, bridges, interchanges, overpasses, road tunnels

Other Transportation Infrastructure (Over \$10M; Under \$10M) - Your completed project included one or more of the following: airport, bus/transit, rest areas, tunnels (other than roadway), ports of entry, rail, ITS, non-recreational multi-use paths (part of an overall system), pedestrian bridges

NON-CONSTRUCTION

Development/Design – Your completed project included one or more of the following: scoping documents, environmental documents, design documents, plans completed to percent stage required in contract

General Partnerships – Your completed work effort included multiple organizations using formal Partnering agreements to achieve positive results, evidenced by one or two key measures related to a work environment that supports the Transportation industry. This typically includes public and agency partnerships among and between DOTs, other local, state and federal agencies, counties, tribes and possibly even non-governmental stakeholders, such as utilities or private organizations. They also include partnerships among and between members and work units of the same organization and can be internal or external.

There are up to two awards possible in each of the Construction categories and a single award in each of the Non-Construction categories.

AWARD PROGRAM GUIDELINES

AWARD PROCESS

The Arizona Transportation Partnering Excellence Award process is led by a committee of volunteers who role model excellence in the Transportation industry. They oversee the award process which includes the establishment of a high standard of Partnering performance and the categories of projects eligible to receive the award.

Submittal requirements are clearly outlined every year. Judges are selected for their in-depth expertise in the Transportation industry and recognized leadership in building partnerships. Judging criteria is established to support high levels of excellence over the life of the award.

Feedback to those applicants achieving the minimum standard to be considered for an award is provided through both review of the written submittal and discussion among the experienced Partnering judges. Feedback will be provided to the applicants by the end of the calendar year.

The award recipients are recognized each year at the annual Partnering Event sponsored by Arizona Department of Transportation, Arizona Chapter of the Associated General Contractors, and American Council of Engineering Companies of Arizona.

The steps of the process include:

- 1) Review submittals for eligibility and adherence to the guidelines
 - 2) Judges' review of written award submittals against the criteria
 - 3) Selection of finalists for the award
 - 4) Verification/clarification of recipient information and results
 - 5) Judges final recommendation for award recipients
 - 6) Award recipient notification
-

DEADLINES

- Submittals due: August 31, 2006 by 5:00 p.m. MST at the ADOT Partnering Office, 206 S. 17th Ave., Room 192 MD 175A, Phoenix, AZ 85007
- Notification to Award Recipients: November 3, 2006
- For questions contact: Ana Olivares, 520-620-5412, aolivares@azdot.gov or Carla Carter, 480-922-0043, carlacarter@changeexcellence.com

HOW WINNERS ARE SELECTED

Applicants are expected to complete the standard submittal. Responses shall not only answer the questions asked, but shall also be presented in a format that includes a total of 15 pages maximum according to the following submittal guidelines:

- One page summarizing why the project should receive an Arizona Transportation Partnering Excellence Award (not included in the 15 page count).
- Entry Form (not included in the 15 page count).
- Responses to all questions set forth in the Judges' Criteria (maximum of 10 pages) in the order the criteria are listed on page 5.
- Attachments/Exhibits (maximum of 5 pages) which may include press clippings, related special event material, photos, and a glossary of terms as needed.

Format for the submittal shall include:

- Submission of all information in a three-ring binder or a folder that allows pages to be easily removed.
- Font size of 12 pt Arial with one-inch margins.
- Binder covers and tabs shall not be included in the 15 page count.
- Tabs shall not include any project specific information.
- A total of one original and six copies shall be submitted.

Arizona Transportation Partnering Excellence Award recipients will be selected based upon the Judges' Criteria. Once the submittals are reviewed for eligibility and adherence to the guidelines, those meeting requirements will move forward to be examined against the criteria. Those meeting the minimum standard for recognition will then be reviewed by the judges and considered finalists for the award.

Judges will look carefully at the responses given against the criteria established and not the sophistication of the package submitted. The judges will then determine which partnerships will be recognized. If no applicants in any one category meet the minimum standards* set, no award for that category will be bestowed in that year.

No award submittals will be returned.

* Minimum standards reflect a well-developed level of the Partnership across all categories of the Judges' Criteria. They also include measurable, positive results from the project.

JUDGES' CRITERIA

Judges will determine eligibility of entries and disqualify any that do not meet the judges' criteria. Five judges from the Judges' Panel shall determine the recipients. The judges will represent :

- Government agencies
- Contractors
- Consultants
- Members at large

The Judges' Criteria include the following:

1. Charter/Mission of the Project Team (15 percent)

What is the purpose of your Partnering agreement?

2. Goals (20 percent)

How were the goals of your Partnering agreement evaluated? What were the results?

3. Issue Resolution (15 percent)

What is your issues resolution procedure? Provide examples, if available.

What were the results/outcomes of the team having an established issue escalation process?

4. Teamwork (25 percent)

How did you develop relationships with stakeholders? How did you develop team member relationships? Describe those relationships and how you maintained them.

How did you inform, educate and/or engage the public or other stakeholders? What were the results?

5. Value/Outcomes (25 percent)

How well did you meet the scope, schedule and budget?

How can you demonstrate that your partnership added value for the stakeholders?

How did your outcomes exceed expectations?

What were your lessons learned and how will you use them to improve?

ENTRY FORM: Deadline: August 31, 2006

ELIGIBILITY

Note: One project submittal per category of award. Your project must be transportation related. There are up to two awards possible in each of the Construction categories and a single award in each of the Non-Construction categories.

Check one category of project below.

CONSTRUCTION

- ☐ **Roadway (over \$10M)** Your completed project included one or more of the following: Highways/state routes, freeways, roads and streets including reconstruction and expansion or widening of existing facilities, bridges, interchanges, overpasses/underpasses, road tunnels
- ☐ **Roadway (under \$10M)** Your completed project included one or more of the following: Highways/state routes, freeways, roads and streets including reconstruction and expansion or widening of existing facilities, bridges, interchanges, overpasses/underpasses, road tunnels
- ☐ **Other Transportation Infrastructure (over \$10M)** - Your completed project included one or more of the following: Airport, bus/transit, rest areas, tunnels (other than roadway), ports of entry, rail, ITS, non-recreational multi-use paths that are part of an overall system, pedestrian bridges
- ☐ **Other Transportation Infrastructure (under \$10M)** - Your completed project included one or more of the following: Airport, bus/transit, rest areas, tunnels (other than roadway), ports of entry, rail, ITS, non-recreational multi-use paths that are part of an overall system, pedestrian bridges

NON-CONSTRUCTION

- ☐ **Development/Design** – Your completed project included one or more of the following: scoping documents, environmental documents, design documents, plans completed to percent stage required in contract
- ☐ **General Partnerships** – Your partnership included multiple organizations using formal Partnering agreements to achieve positive results, evidenced by one or two key measures related to a work environment that supports the Transportation industry. This typically includes public and agency partnerships among and between DOTs, other state local and federal agencies, counties, tribes and non-governmental stakeholders such as utilities or private organizations. It also includes partnerships among and between members, leaders and work units of the same organization. These partnerships can be internal or external.

Note: Non-Construction projects do not have a size differentiation.

APPLICANT INFORMATION

Company Name/s (List all if joint venture or general partnership, and please assign one sponsor to coordinate all organizations. Submitting partner must sign the entry form, verifying the project was successfully completed and meets all Judges' Criteria):

Name/Organization	Phone	Email

Nomination Submitted by: _____

Signature of Submitter: _____

Title: _____ Date: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____

Partnership, Project Title: _____

Contact Name: _____ Contact Phone: _____

Email: _____

Owner: _____ Location: _____

Date Partnering Agreement Signed: _____

Substantial Completion Date: _____

PAYMENT & DEADLINE INFORMATION

Entry Fee Enclosed: ☐ \$200

Please make checks payable to: Arizona Transportation Partnering Excellence Award Committee.

All materials become the property of the AZ Transportation Partnering Excellence Award Committee and may be used in education, marketing and promotion for the awards program.

Deadline: Must be received by August 31, 2006 – 5:00 p.m. MST. Late entries will not be accepted. Send submittal with fee to: Arizona Transportation Partnering Excellence Award Committee, c/o ADOT Partnering Office, 206 S. 17th Ave, Room 192, MD175A Phoenix, AZ 85007 www.azdot.gov/ccpartnerships/Partnering/index.asp